INDIANA DEPARTMENT OF TRANSPORTATION
INDIANAPOLIS, INDIANA 46204-2217

INTERDEPARTMENT COMMUNICATION

(Date)_____

TO: _____
District Director

ATTENTION: _____
District Traffic Engineer

ATTENTION: _____
District Development Engineer

FROM: _____
Project Manager

SUBJECT: Maintenance of Traffic for Metric-Units Project

Route: _____
Des.: _____
Project No.: _____
Bridge File: _____
Location: _____
County: _____
Description: _____

We are preparing plans for the above noted project and are in the process of evaluating the relative merits of a temporary bridge and runaround, maintaining traffic through the project limits, or a detour during the construction period. In order that the District input may be considered in this decision, we ask that you complete the blanks in this memorandum and return it to:

_____
(Design Engineer)
Indiana Department of Transportation
100 North Senate Ave., Room N642
Indianapolis, IN 46204-2216

If a detour is recommended, please submit the official detour map and signage with this memorandum with the blanks filled in. If the official detour route is totally over local roads, please initiate early coordination with the affected local public agency or agencies regarding the unofficial detour route.

The Engineer's Report for the project recommended that (a temporary runaround be used.) (traffic be maintained through the project limits.) (an official detour be used.)

The AADT during the construction year is _____

A. TRAFFIC-MAINTENANCE OPTIONS ANALYSIS

1. OPTION 1: TEMPORARY RUNAROUND

RUNAROUND COMPUTATIONS FURNISHED BY DESIGNER

Length of Runaround, m* x Cost per Meter**	_____ m x $ _____ = $ _____
Length of Temporary Bridge x $2,000/m or Cost of Pipe	_____ m x $2,000 = $ _____ $ _____
Total Runaround Cost (Total Cost Option 1)	$ _____

* Length of Runaround = Distance from tie-in point to tie-in point minus Length of Temporary Bridge.

** For average fill height ≤ 2 m, use $350/m
For average fill height > 2 m, increase as necessary

2. OPTION 2: TRAFFIC MAINTAINED THROUGH PROJECT LIMITS

Length of Roadway Treatment, m* x Cost per Meter*	_____ m x $ _____ = $ _____
Length of Temporary Concrete Barrier x Cost per Meter	_____ m x $ _____= $ _____
Cost of Crossovers	$ _____
Total Maintained-Traffic Cost (Total Cost Option 2)	$ _____

3. OPTION 3: INDOT ROUTES OFFICIAL DETOUR

a. Best available official detour route over INDOT routes: _____
_____
_____

b. What extra distance would be traveled by through traffic using this route? _____ km

c. What percent of the traffic would use this detour route?_____

d. If this official detour route is used, what road(s) would be used as an unofficial detour route?_____
_____

(1) List the existing condition and type of pavement for each road, (i.e., good, very good, rutted, gravel, asphalt, etc.)_____
_____

(2) What is the distance over the above unofficial detour route? _____ km

INDOT ROUTES OFFICIAL DETOUR COMPUTATIONS

Detour	Through	Local
Detour Duration (days)		
Extra Distance (km)		
Vehicles per Day		
User Cost per Kilometer	$0.16	$0.16
Total User Cost	$	$

User Cost = Detour Duration x Extra Distance x Vehicles per Day x $0.16/km

e. Total User Cost = Through User Cost + Local User Cost. Therefore, Total User Cost = $_____.

f. Estimated payment to local public agencies due to use of unofficial detour route = $_____.

Total Cost Option 3 (e + f) $_____

4. OPTION 4: LOCAL ROADS OFFICIAL DETOUR

a. Best available official detour route over local roads. If it is feasible for this route to include one or more INDOT routes, indicate so. _____
_____
_____

b. What extra distance would be traveled by through traffic using this route? _____ km

c. What percent of the traffic would use this detour route? _____ %

d. What would it cost to upgrade the local roads to accommodate INDOT traffic?
$ _____

e. What is the existing condition and type of pavement for each road. (i.e., good, very good, rutted, gravel, asphalt, etc.) _____
_____

LOCAL-ROADS OFFICIAL DETOUR COMPUTATIONS

Detour	Through	Local
Detour Duration (days)		
Extra Distance (km)		
Vehicles per Day		
User Cost per Kilometer	$0.16	$0.16
User Cost	$	$
Cost to Improve Local Roads (See Item 4d)	$	N / A

User cost = Detour Duration x Extra Distance x Vehicles per Day x $0.16/km

Total User cost = Through User Cost + Local User Cost + Cost to Improve Local Roads. Therefore, Total Cost Option 4 = $_____

B. AFFECTS OF PROJECT WORK ON PUBLIC SERVICES

1. TIME DELAYS

Fire and police protection: _____ min
Emergency medical service: _____ min
Postal service: _____ min

2. SCHOOL BUSES

Number of school buses using the facility per day: _____
Additional travel distance required per bus: _____ km
Total additional school-bus travel distance required _____ km

3. BUSINESSES AND PUBLIC FACILITIES

List businesses or public facilities which are sensitive to the presence of this road work. Estimate the degree of impact the work would have. _____
_____
_____
_____

C. DISTRICT RECOMMENDATION

1. RECOMMENDATION: _____

If this recommendation is different than what is contained in the Engineer's Report, please explain the rationale for the change. _____
_____
_____
_____

2. DETOUR ROUTE MARKER ASSEMBLIES:

If an official detour is recommended, _____ detour route marker assemblies will be required.

3. MAP OF OFFICIAL DETOUR:

If an official detour is recommended, a map of the detour with sign locations is shown on an accompanying sheet.